

LETTERHEAD

21 MAY 1979

ODP-9-792

The Honorable Jordan J. Baruch
The Assistant Secretary for
Science and Technology
U. S. Department of Commerce
Washington, D.C. 20230

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Dear Mr. Baruch:

I have received your May 11 letter pertaining to the Federal Information Processing Standards. As you know, the Deputy Director for Central Intelligence (DDCI), Mr. Frank C. Carlucci, informed The Secretary of Commerce, The Honorable Juanita M. Kreps, that I was designated the senior CIA management official to assist Secretary Kreps in the important effort of revitalizing the standards program. This was in keeping with my previous role as Director of Data Processing.

Recently, however, the DDCI appointed Mr. Bruce T. Johnson to be my successor as Director of Data Processing and, in addition, Mr. Johnson was designated as Senior Management Official for Federal Information Processing Standards in this Agency. His telephone number is

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Mr. Johnson's Chief, Management Staff, [redacted] remains as the CIA point of contact on matters related to the standards program. Mr. [redacted] telephone number is also [redacted]

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As you indicated, our responses, comments and questions concerning your May 11 transmittal will be forwarded to Mr. Zane Thornton, Acting Director, Institute of Computer Sciences and Technology, National Bureau of Standards.

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Sincerely,

Clifford D. May

Clifford D. May, Jr.
Acting Deputy Director
for
Administration

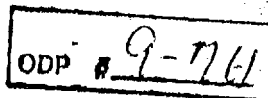
cc: Mr. Zane Thornton
Mr. Bruce Johnson

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UNITED STATES DEPARTMENT OF COMMERCE
The Assistant Secretary for Science and Technology
Washington, D.C. 20230
(202) 377-3111

1979 May 11



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CLAS

Orig. { Action immediately
copy 14 May

Action due
22 June at which
time we will
Thermon at new 106

Mr. Clifford D. May, Jr.
Director of Data Processing
CENTRAL INTELLIGENCE AGENCY
Washington, DC 20505

Dear Mr. May:

Secretary Kreps has informed me of your designation as the Senior Management Official for Federal Information Processing Standards in your agency. We look forward to a mutually productive association with you as we work together to make the Federal Information Processing Standards Program more effective. We intend to work with you on all aspects of the standards program and will solicit your advice on key management and policy decisions affecting the program.

Our standards program has taken important new directions which necessitate our close interaction with you. We believe these new directions are basically consistent with guidance provided by the Office of Management and Budget (OMB) and with recommendations contained in the Standards Report of the President's Reorganization Project on ADP. The new directions are as follows:

FIRST, WE HAVE PLACED A NEW FOCUS ON THE THE PRIORITIES FOR STANDARDS.

This approach puts a very high premium on the proper selection of priorities and on interagency coordination to make sure that the priorities are consistent with the Government's needs. In addition, the process will be supported by a renewed emphasis on technology forecasting which has obvious implications for future standards. And finally, the work on standards will include an analysis of the cost and benefits of the standards, the results of which could substantially alter a previous perception of the value of a standard and cause a shift in the order of priorities. To speed up this process we will make extensive use of contracts in the development of standards.

Consistent with this new direction I have enclosed a copy of the Computer Science and Technology Plan for your review and comments. This plan was prepared at the request of the Senate Appropriations Committee and will be transmitted to OMB for approval. The resources identified are for planning purposes. We would like your comments by June 30, 1979, on any aspects of the plan where you feel your agency has an interest.

SECOND, WE ARE DEVELOPING A MECHANISM FOR MEASURING ADHERENCE TO AND ASSESSING IMPACT OF STANDARDS.

We need to know whether we are getting value received for our efforts. We also need information to assist us in assessing the viability of the standards products as well as to indicate where new standards work is required. We are, therefore, developing a reporting system which will tell us about the implementation of standards within each agency, as well as the benefits or problems being encountered. This information will also bear upon our annual updating of priorities and give us the information we need to plan new standards and revise or withdraw existing standards.

Before the end of May we will begin work with a few Senior Management Officials on a pilot standards compliance measurement project which will result in a guideline on standards compliance and implementation in fiscal year 1980 for use by all departments and agencies.

We intend to report on standards compliance in the "Annual Federal ADP Standards Assessment and Program Report" which will be submitted to OMB each year. The first report in fiscal year 1979 will contain preliminary results on standards compliance measurement.

THIRD, AN INTEGRAL PART OF THIS GOVERNMENT-WIDE PROGRAM IS A NEW EMPHASIS ON STANDARDS MANAGEMENT RESPONSIBILITIES OF THE AGENCIES.

Standards management involves Federal-wide responsibilities carried out by the Department of Commerce as well as individual agency responsibilities. OMB has assisted in delineating agency responsibilities by requesting your appointment to work with us in identifying high priority standards requirements, assuring the development of effective standards, evaluating the effectiveness of existing standards, and measuring the degree of agency compliance with Federal standards.

To assist you I have enclosed a "Guide for the Implementation of Federal Information Processing Standards for Acquisition and Design of Computer Products and Services." This guide should be useful in assuring that standards are properly used or referenced in information processing development and procurement activities within your agency. This is the first draft and we would appreciate your review and comments by June 30, 1979, on both its organization and usefulness to your efforts.

Further, OMB requested that you develop your agency's policies and procedures relative to the standards program. We would appreciate having copies of those policies and procedures when they are documented as this information will be useful to us in developing Government-wide guidance in this area.

We will also ask for your comprehensive agency review of the Department of Commerce "Annual Federal ADP Standards Assessment and Program Report" before we submit it to OMB with the fiscal year 1981 budget submission. You will receive a draft copy in July of this year.

In your capacity as the Senior Management Official for ADP standards, we will ask you to provide agency comments on proposed standards and to assure that approved standards and guidelines are obtained and disseminated within your agency. This coordinating function was formerly handled by the "FIPS Point of Contact" in your agency.

Please forward all responses, comments and questions concerning this transmittal to Mr. Zane Thornton, Acting Director, Institute for Computer Sciences and Technology, National Bureau of Standards, Washington, D.C. 20234.

Again, we welcome your support and look forward to a productive association.

Sincerely,



Jordan J. Baruch

2 Enclosures

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FEDERAL INFORMATION PROCESSING STANDARDS (FIPS) PUBLICATIONS

<u>S NO.</u>	<u>Title</u>	<u>Date</u>
0	General Description of FIPS Register	68 Nov 1
1	Code for Information Interchange	68 Nov 1
2	Perforated Tape Code for Information Interchange	68 Nov 1
3-1	Recorded Magnetic Tape for Information Interchange (800 CPI, NRZI)	73 June 30
4	Calendar Date	68 Nov 1
5-1	States and Outlying Areas of the U.S.	70 Jun 15
5-2	Counties and County Equivalents of the States of the U.S.	73 Sep 15
7	Implementation of Code for Information Interchange	69 Mar 7
3-4	Standard Metropolitan Statistical Areas (SMSAs)	74 Jun 30
9	Congressional Districts of the U.S.	69 Nov 14
0-2	Countries, Dependencies and Areas of Special Sovereignty	77 Mar 1
11-1	Dictionary for Information Processing	77 Sep 30
2-2	Federal Information Processing Standards Index	74 Dec 1
13	Rectangular Holes in 12-Row Punched Cards	71 Oct 1
14	Hollerith Punched Card Code	71 Oct 1
15	Subsets of Standard Code for Information Interchange	71 Oct 1
16-1	Bit Sequencing of Code for Information Interchange in Serial-By-Bit Data Transmission	77 Sep 1
17-1	Character Structure and Character Parity Sense for Serial-By-Bit Data Communication in Code for Information Interchange	77 Sep 1
18-1	Character Structure and Character Parity Sense for Parallel-By-Bit Data Communication in Code for Information Interchange	77 Sep 1
19	Guidelines for Registering Data Codes	72 Feb 1
20	Guidelines for Describing Information Interchange Formats	72 Mar 1
21-1	COBOL	75 Dec 1
22-1	Synchronous Signaling Rates Between Data Terminal and Data Communication Equipment	77 Sep 1
23	Objectives and Requirements	73 Feb 15
24	Flowchart Symbols and Their Usage in Information Processing	73 Jun 30
25	Recorded Magnetic Tape for Information Interchange (1600 CPI, PE)	73 Jun 30
26	One-Inch Perforated Paper Tape for Information Interchange	73 Jun 30
27	Take-Up Reels for One-Inch Perforated Tape	73 Jun 30
28	Standardization of Data Elements and Representations	73 Dec 5
29	Interpretation Procedures for Federal Standard COBOL	74 Jun 30

No.	Title	Date
30	Software Summary for Describing Computer Programs and Data Systems	74 Jun 30
31	Guidelines for ADP Physical Security and Risk Management	74 Jun
32	Optical Character Recognition Character Sets	74 Aug 15
33	Character Set for Handprinting	74 Oct 1
34	Guide for Use of International System of Units (SI) in Federal Information Processing Standards Publications	75 Jan 1
35	Code Extension Techniques in 7 or 8 Bits	75 Jun 1
36	Graphic Representation of Control Characters of ASCII	75 Jun 1
37	Synchronous High Speed Data Signaling Rates Between Data Terminal Equipment and Data Communications Equipment	75 Jun 15
38	Guidelines for Documentation of Computer Programs and Automated Data Systems	76 Feb 15
39	Glossary for Computer Systems Security	76 Feb 15
40	Guideline for Optical Character Recognition Forms	76 May 1
41	Computer Security Guidelines for Implementing Privacy Act of 1974	75 May 30
42-1	Guidelines for Benchmarking ADP Systems in Competitive Procurement Environment	77 May 15*
43	Aids for Program COBOL Conversion (FIPS 21 and 21-1)	75 Dec 1
44	COBOL Coding Form	76 Sep 1
45	Guide for the Development, Implementation and Maintenance of Standards for the Representation of Computer Processed Data Elements	76 Sep 30
46	Data Encryption Standard	77 Jan 15
47	Federal Standard COBOL Pocket Guide	77 Feb 1
48	Guidelines on Evaluation of Techniques for Automated Personal Identification	77 Apr 1
49	Guideline on Computer Performance Management: An Introduction	77 May 1
50	Recorded Magnetic Tape for Information Interchange, 6250 cpi (246 cpm), Group Coded Recording	78 Feb 1
51	Magnetic Tape Cassettes for Information Interchange (3.810 mm [0.150 in] Tape at 32 b/mm [800 bpi], PE)	78 Feb 1

<u>FIPS NO.</u>	<u>TITLE</u>	<u>DATE</u>
52	Recorded Magnetic Tape Cartridge for Information Interchange, 4-Track, 6.30 mm (1/4 in), 63 bpm (1600 bpi), Phase Encoded	78 Jul 15
53	Transmittal Form for Describing Computer Magnetic Tape File Properties	78 Apr 1
54	Computer Output Microform (COM) Formats and Reduction Ratios, 16 mm and 105 mm	78 Jul 15
55	Codes for Named Populated Places and Related Entities of the States of the United States	78 Jun 1
56	Guidelines for Managing Multivendor Plug-Compatible ADP Systems	78 Sep 15
57	Guidelines for the Measurement of Interactive Computer Service Response Time and Turnaround Time	78 Aug 1
58	Representations of Local Time of the Day for Information Interchange	79 Feb 1
59	Representations of Universal Time, Local Time Differentials and United States Time Zone References for Information Interchange	79 Feb 1
60	I/O Channel Interface	79 Feb 16
61	Channel Level Power Control Interface	79 Feb 16
62	Operational Specifications for Magnetic Tape Subsystems	79 Feb 16